State of Florida
Thirteenth Judicial Circuit

Adult Drug Treatment Court

Handbook

(Revised: 20260801)

Where **Clinical**

Meets **Court**

As a participant, you have a unique opportunity to take part in the Thirteenth Judicial Circuit's Adult Drug Treatment Court (ADTC) Program. This ADTC handbook will provide you with an overview of the program and is intended to answer questions and address concerns you may have. The ADTC program follows a non-adversarial, evidence-based approach to treatment for participants charged with a criminal offense who struggle with a substance use disorder or co-occurring mental health and substance use disorder. ADTC seeks to address issues that led to your arrest in order to help provide stability, wellness, and long-term care. Congratulations on your admission to ADTC – Where Clinical Meets Court.

Table of Contents

Topic		Page
I.	Overview	3
II.	Team Members	4
III.	Team Members Roles, Duties, and Expectations	5
IV.	Requirements	8
V.	Tracks and Phases	12
VI.	Rules and Releases of Information	15
VII.	Confidentiality, Privacy, and Limitations on Sharing Information	17
VIII.	Attendance Policy	20
IX.	Case Staffings and Court Hearings	21
X.	Treatment, Reporting, and Supervision Protocols	23
XI.	Prohibited Substances and Drug and Alcohol Testing Policy	26
XII.	Prescription Medication Policy	30
XIII.	Incentives, Sanctions, and Service Adjustments	31
XIV.	Costs and Fees	38
XV.	Transportation and Complementary Services.	39
XVI.	Graduation	40
XVII.	Discharge and Reentry Procedures	40
XVIII.	Complaints and Grievances	41
XIX.	Community Resources and Ancillary Services	42
XX.	Appendices:	
	Appendix A – ADTC Prohibited Substances and Medications	43
	Appendix B – ADTC Tracks and Phases	44
XXI.	Handbook Acknowledgments	45

I. Overview.

Welcome to the Thirteenth Judicial Circuit's Adult Drug Treatment Court (ADTC). ADTC follows a non-adversarial, evidence-based approach to treatment for participants charged with crimes who struggle with a substance use disorder or co-occurring mental health and substance use disorder. ADTC addresses not only the problems leading to a participant's entry into the criminal justice system, but also the barriers impeding their treatment and recovery. The defining feature of ADTC is the highly individualized nature of treatment and supervision plans for each participant, which are created by evidenced-based assessments, judicial supervision, and personal accountability. The ADTC team works collaboratively in developing therapeutic treatment plans tailored to meet the participant's individual needs.

A. Mission. The ADTC Mission is to promote public safety and reduce recidivism through a non-adversarial, evidence-based approach that provides a continuum of treatment and rehabilitative services for participants charged with crimes who struggle with a substance use disorder or co-occurring mental health and substance use disorder.

B. Vision. A community where justice-involved participants receive the support, treatment, and mentorship needed to achieve lasting recovery, personal responsibility, and productive citizenship.

C. Goals.

1. Develop treatment plans to meet the individual needs of participants;

2. Rehabilitate participants to foster their reintegration back into society; and

3. Lower crime rates by reducing participant recidivism.

D. Objectives.

1. Identify substance use and mental health risk factors for participants through evidenced-based screens and assessments within thirty (30) days of program enrollment;

2. Implement therapeutic measures to encourage treatment and utilize incentives at a ratio of at least four to one, incentives to sanctions, and monitor this ratio routinely; and

3. Develop problem-solving skills for long-term care, recovery, and stability by having participants complete the continued care plan prior to program completion.

II. Team Members.

A. Judge:

Honorable Michael J. Scionti	(813) 301-3825

B. Judicial Assistant:

Ms. Erin Potter	(813) 301-3825

C. Administrative Office of the Court:

Ms. Julia Schilling, Problem-Solving Courts, Director	(813) 272-6275
Mr. Manley Jaquiss, Problem-Solving Courts, Manager	(813) 272-5501
Mr. Joshua Donovan, Court Specialist	(813) 272-6627
Ms. Kelly Griffin, Court Specialist	(813) 307-3356
Ms. Heidi Nagel, Court Specialist	(813) 272-5120

D. Office of the Public Defender:

Ms. Marie Marino, Assistant Public Defender, Supervisor	(813) 272-5980
Mr. Euridice Barton-Jones, Assistant Public Defender	(813) 272-5980
Mr. Kevin Baines, Case Manager	(813) 272-5980

E. Office of the State Attorney:

Ms. Jeria Wilds, Assistant State Attorney, Supervisor	(813) 272-5400
Ms. Skyler Jackle, Assistant State Attorney	(813) 272-5400
Ms. April Pent, Assistant State Attorney	(813) 272-5400

F. Florida Department of Corrections:

Ms. Sharon Anderson, Correctional Probation Officer	(813) 233-7272

G. Treatment Providers and Other Support:

Agency for Community Treatment Service (ACTS)	(813) 246-4899

Hillsborough Recovery Coalition	(813) 485-5750
Ibis Healthcare Foundation (formerly Cove)	(813) 384-4000
Ibis Healthcare Foundation (formerly Gracepoint)	(813) 459-4709
Phoenix House of Florida	(813) 881-1000
WestCare Foundation of Florida	(727) 490-5260

III. Team Member Roles, Duties, and Expectations.

All ADTC team members and participating entities and agencies endorse the program's stated mission, vision, goals, and objectives in order to improve public safety, reduce recidivism, and ensure participant accountability, while promoting confidence and satisfaction in the criminal justice system.

A. Program Operations. All ADTC team member and participating entities and agencies agree to the following program operations:

1. Assist with ongoing oversight of the program including quality assurance methods to ensure the program is meeting its stated treatment goals and objectives.

2. Assist with the collection of data needed to evaluate the processes and outcomes of the program.

3. Participate in ongoing interdisciplinary team training.

4. Participate in regular team meetings concerning processes, operations, policy, and structure.

B. Case Staffings and Court Hearings.

1. All team members and participating entities and agencies shall attend case staffings and court hearings, which occur on a weekly basis, where they will discuss each case on the docket to determine treatment responses, phase advancement, incentives, and sanctions to be used at the next court hearing to modify a participant's behavior. All case staffings take place via video teleconference (e.g., Zoom) on Mondays at 1:30 PM; all court hearings take place via personal appearance in court on Wednesday at 9:00 AM.

2. In the event an ADTC team member cannot attend a case staffing or court hearing, that team member shall notify the team as soon as possible. If a substitute staff member cannot be utilized, with prior notice and approval of the ADTC Judge, written reports concerning participant progress will be submitted to the ADTC team prior to the case staffing. If an ADTC team member is taking planned leave, the team member will identify staff to provide coverage for the case staffing and court hearing.

C. Judge: The ADTC Judge is the leader of a multidisciplinary team, who possesses the authority and responsibility to ensure the fair and impartial administration of justice, while effectively directing, coordinating, and employing available resources for the therapeutic treatment of participants. The ADTC Judge is also responsible for building trust within the treatment team and following a non-adversarial, evidence-based approach to each case, which better enables team members to handle changing conditions and adapt to unique situations in the management of participant cases. The ADTC Judge is the ultimate arbiter of factual disputes and makes the final decisions concerning the imposition of incentives, sanctions, or dispositions that affect a participant's legal status or liberty interests. The ADTC Judge makes these decisions after carefully considering input from other team members and, as applicable, discussing the matter with the participant in court. The ADTC Judge relies upon the opinions and recommendations of qualified treatment professionals when setting court-ordered treatment conditions and, if necessary, will seek additional clinical advice when considering to alter the treatment conditions and/or plan.

D. Defense Attorney: The defense attorney assigned to ADTC is responsible for: (1) advocating for treatment while protecting the participant's constitutional and statutory rights; (2) ensuring due process rights are protected; (3) advocating for incentives and ensuring sanctions are applied appropriately; (4) monitoring compliance with ADTC rules and requirements; (5) requesting and advocating for graduation from ADTC; (6) sharing information with ADTC team members as appropriate while protecting attorney-client privileged information; and (7) protecting confidential treatment information from individuals outside of the treatment team and defense team.

E. Assistant State Attorney: The assistant state attorney assigned to ADTC is responsible for: (1) enforcing state laws and protecting public safety; (2)

advocating for treatment while holding participants accountable to ADTC obligations; (3) advocating for incentives and sanctions when appropriate; (4) monitoring compliance with ADTC rules and requirements; and (5) protecting confidential treatment information from individuals outside of the treatment team.

F. Administrative Office of the Court (AOC) Court Specialist: The AOC court specialist assigned to ADTC is responsible for providing case management and oversight to include: (1) screening participants and providing options to the ADTC Judge; (2) providing case management to participants; (3) liaising with community-based treatment providers to ensure services are being provided; (4) providing updates to the ADTC Judge during case staffings and/or court hearings; and (5) collaborating with ADTC team members to facilitate effective lines of communication and continuity of care for participants.

G. Felony Probation Supervising Officer: The Florida Department of Corrections (DOC) probation supervising officer assigned to ADTC is responsible for enforcing the rules and requirements of supervision as order by the ADTC Judge and to provide periodic updates and progress reports to ADTC team members regarding the status of a participant's court-ordered supervision to include, but not limited to, drug testing results, probation appointments, and progress reports for court-ordered criminogenic curriculum.

H. Treatment Providers: The treatment providers supporting the ADTC program are community-based professionals, who are state licensed and/or certified in addiction prevention, intervention, treatment, and continuing care services in accordance with problem-solving court best practices. They include Agency for Community Treatment Service (ACTS), Ibis Healthcare Foundation, Phoenix House of Florida, WestCare Foundation of Florida, and Hillsborough Recovery Coalition. The role of treatment providers is to develop individualized treatment plans, which take into consideration a participant's capabilities to comply with treatment and supervision requirements, while affording each participant the best opportunity to achieve wellness. When appropriate, ADTC team members will consult with treatment providers for clinical guidance and recommendations in addressing the effectiveness of the treatment plan. Treatment providers are expected to regularly update ADTC team members, via email, with a timely and accurate "Treatment Status Review Form", regarding the status of a participant's compliance or non-compliance with the treatment plan.

I. Peer Support Specialists: The peer support specialists supporting the ADTC program are trained individuals who use their personal experiences with substance use conditions to assist participants facing similar challenges. They play a crucial role in the recovery process by offering emotional support, practical guidance, and advocacy. Their unique perspective allows them to connect with participants on a personal level, fostering trust and understanding.

IV. Requirements.

A. General Requirements. ADTC is a problem-solving court that oversees treatment for individuals who struggle with a substance use disorder or co-occurring mental health and substance use disorder. While participation in ADTC is voluntary, participants do not have a right to participate in ADTC. Eligibility to participate in either the ADTC pre-trial intervention program or post-adjudication program is determined by Florida Statutes. Please note, however, a participant may not be suitable for treatment if their current criminal charge(s) and/or criminal history bar or otherwise prevent them from receiving community-based treatment, thus, making them ineligible to participate in the ADTC program.

B. Eligibility. In accordance with Florida law, an individual who meets eligibility requirements may participate in either the ADTC pre-trial intervention program or post-adjudication program.

1. ADTC Pre-Trial Intervention Program. In order to participate in the ADTC pre-trial intervention program, all individuals must satisfy the following requirements:

a. The individual is identified as having as substance abuse problem and is amenable to treatment;

b. The individual is charged with a nonviolent felony. The term nonviolent felony means a third-degree felony violation under Chapter 810 or any other felony offense that is not a forcible felony as defined in Section 776.08, Florida Statutes;

c. The individual is not also charged with a crime involving violence, including, but not limited to, murder, sexual battery, robbery,

carjacking, home-invasion robbery, or any other crime involving violence; and

d. The individual has two or fewer felony convictions, provided that the prior convictions are for nonviolent felonies.

e. Upon motion of either party, or the court's own motion, and with the agreement of the participant, the court shall admit an eligible person into a pre-trial substance abuse education and treatment intervention program except:

i. If at the pre-admission hearing, the state attorney establishes, by a preponderance of the evidence, that the individual was involved in the dealing or selling of controlled substances, the court shall deny admission; or

ii. If the individual has two or fewer prior felony convictions as provided in the statute, the court, in its discretion, may deny admission.

f. Upon being determined eligible, the individual's case will be transferred into ADTC and scheduled on next available enrollment docket.

2. ADTC Post-Adjudication Program. In order to participate in the ADTC post-adjudication program, all individuals must satisfy the following requirements:

a. The individual is a chronic substance abuser whose criminal conduct is in violation of Section 893.132(a) or (6)(a), Florida Statutes, or other nonviolent felony. The term nonviolent felony means a third-degree felony violation under Chapter 810 or any other felony offense that is not a forcible felony as defined in Section 776.08, Florida Statutes;

b. The individual's Criminal Punishment Code Scoresheet total sentence points are sixty (60) points or fewer;

c. The court may either adjudge the individual guilty or stay and withhold the adjudication of guilt. In either case, the court may also stay and withhold the imposition of sentence and place the individual on drug offender probation or into a post-adjudicatory treatment-based drug court program if the participant otherwise qualifies.

d. Upon being determined eligible, the individual's case will be transferred into ADTC and scheduled on next available enrollment docket.

C. Screening and Referral Process. In the ADTC program, concerted efforts are made to identify potentially eligible individuals as early as possible upon their entry into the criminal justice system. The task of initial identification is the responsibility of all entities involved to include, but not limited to, judges, assistant state attorneys, and defense attorneys.

D. Application Process. Prior to participating in the ADTC program, all individuals are required to complete an "ADTC Program Application". The ADTC program application must also be accompanied by the individual's current criminal punishment code scoresheet. The ADTC program application and criminal punishment code scoresheet must be submitted to AOC via email at: AdultDrugTreatmentCourtReferral@fljud13.org. Once the program application and criminal punishment code scoresheet are received, the individual will be scheduled for the next available ADTC enrollment docket. It is important to note that the ADTC Judge reserves the right, acting within his or her discretion in close consultation with ADTC team members to provide notice of a temporary suspension of any future assignment of cases to the ADTC program.

E. Assessment Process. During the individual's first appearance on the ADTC enrollment docket, the individual will be ordered to complete the Level of Service/Case Management Inventory (LS/CMI) assessment, level of care assessment based on the American Society of Addiction Medicine (ASAM) criteria, and/or other validated assessment to identify the individual's specific risks and clinical needs as well as recommend appropriate resources for the individual's success. These assessments will also include a recommended level of care that will be used to assist the ADTC team in placing the individual in the appropriate ADTC program track. The individual's ADTC program track and

recommended level of care, as determined by the LS/CMI, ASAM, and/or other validated assessment, will be incorporated into the ADTC agreement along with the phase structure and length of time corresponding to the program track.

The LS/CMI will be conducted by an AOC court specialist and will take place either virtually, in person, or in jail. The ASAM will be conducted by a court-approved community-based treatment provider. These assessments typically occur within two weeks, once ordered by the ADTC Judge. In addition to the LS/CMI and ASAM, the individual will be ordered to complete a clinical assessment for mental health and substance use disorder by a court-approved community-based treatment provider. In all cases, diligence will be used to refer individuals to treatment and housing resources. In cases in which the participant is in custody, ADTC team members will diligently work to achieve treatment goals or social service objectives on behalf of the individual in a coordinated effort to minimize the individual's time in custody.

F. Track Assignment Process. During the individual's second or subsequent appearance on the ADTC enrollment docket, the "ADTC Pre-Trial Intervention Agreement" or "ADTC Post-Adjudication Agreement" will be prepared, reviewed, and signed by all parties. The individual's risk level and track as determined by the LS/CMI, ASAM, and/or other validated assessment, along with their clinical need level will be incorporated into the applicable ADTC agreement. Additionally, the individual's risk and need track will determine the future docket on which they are placed, either "Track 1 / Track 3 docket" or "Track 2 / Track 4 docket", and specific phase structure and length of time in the ADTC program.

The ADTC pre-trial intervention and post-adjudication agreements include treatment under either Track 1, Track 2, Track 3, or Track 4. Track 1 consists of a five-phase structured program focusing on individuals with high risk to reoffend and high clinical needs (e.g., High Risk / High Need). However, ADTC program recognizes there are individuals with lower risks or needs that may benefit from treatment supervised by ADTC. As such Tracks 2, 3, and 4 align with the Risk-Need-Responsivity (RNR) model to allow for adequate treatment and supervision of individuals with lower risks or needs.

Based upon the results of the LS/CMI, ASAM, and/or other validated assessment as well as input from ADTC team members, the ADTC Judge will determine requirements for supervision to include, but not limited to, treatment for a

substance use disorder or co-occurring substance use and mental health disorder, criminogenic thinking, community service hours, community support groups, and random drug screening. All individuals will be supervised by a DOC probation supervising officer and are expected to attend regular court hearings before the ADTC Judge. Further, all individuals will receive an "ADTC Handbook" outlining the ADTC program requirements.

It should be noted that ADTC individuals should begin treatment at the earliest possible time and request to begin drug testing prior to signing the ADTC agreement. The ADTC Judge will determine on a case-by-case basis whether credit for participation between acceptance and signing of the agreement will be awarded.

Individuals scoring a five (5) or below on the LS/CMI, indicating low or moderate risk to recidivate, will be placed in either Track 2 or Track 4. Individuals scoring six (6) or above, indicating high risk to recidivate, will be placed in either Track 1 or Track 3. Individuals whose score indicates a mild disorder on the ASAM or low clinical need will be placed in either Track 3 or Track 4. Individuals whose score indicates high clinical need will be placed in either Track 1 or Track 2.

V. Tracks and Phases.

A. Best Practice Standards. The *Florida Adult Drug Court Best Practice Standards* indicate that problem-solving courts have significantly better outcomes when they have a clearly defined track and phase structure and concrete behavioral requirements for advancement. The purpose of phase progression in a particular track is to reward participants for their accomplishments and identify behavior expectations at each phase. Therefore, phase advancement should be predicated on the achievement of clinically important milestones, marking substantial progress toward recovery. *It is critically important to note that phase advancement should not be based simply on the length of time that participants have been enrolled in the program.* ADTC subscribes to the track and phase process outlined below. Each track and phase consist of specified treatment objectives, therapeutic and rehabilitative activities, and specific requirements for advancement into the next phase.

B. Track and Phase Requirements. The specific requirements of each track and phase can be found in the "ADTC Tracks and Phases" quad chart (see Appendix B). Below is the length of each phase under the respective track:

1. Track 1 – High Risk / High Need (minimum of 14 months).

    a. Phase 1 (minimum of 60 days)
    b. Phase 2 (minimum of 90 days)
    c. Phase 3 (minimum of 90 days)
    d. Phase 4 (minimum of 90 days)
    e. Phase 5 (minimum of 90 days)

2. Track 2 – Low Risk / High Need (minimum of 12 months).

    a. Phase 1 (minimum of 60 days)
    b. Phase 2 (minimum of 90 days)
    c. Phase 3 (minimum of 90 days)
    d. Phase 4 (minimum of 120 days)

3. Track 3 – High Risk / Low Need (minimum of 12 months).

    a. Phase 1 (minimum of 60 days)
    b. Phase 2 (minimum of 90 days)
    c. Phase 3 (minimum of 90 days)
    d. Phase 4 (minimum of 120 days)

4. Track 4 – Low Risk / Low Need (minimum of 6 months).

    a. No Phases

Note: In addition to satisfying the minimum period of time and treatment requirements associated with each phase, participants are required to submit an "ADTC Phase Applications" in order to progress to the next phase. Phase applications will be provided by the AOC court specialist. The ADTC Judge reserves the right, in each individual case, acting within his or her discretion in close consultation with ADTC team members to decide whether the conditions have been met and advancement to the next phase is appropriate. In order to successfully complete the ADTC program, participants must complete all phases

of their assigned track and maintain full compliance for the requisite minimum period of time. Participants must also submit an "ADTC Graduation Application", requesting graduation from the ADTC program, which will be provided by the AOC court specialist approximately thirty (30) days before their projected completion date. The ADTC Judge reserves the right, in each individual case, acting within his or her discretion in close consultation with ADTC team members to decide whether all conditions of the ADTC program have been satisfied and whether graduation is appropriate. Graduation from the ADTC program may result in either the dismissal of criminal case(s) under a pre-trial intervention agreement or successful termination of supervision under a post-adjudication agreement.

C. Special Conditions. In addition to the conditions set forth in the ADTC pre-trial intervention or post-adjudication agreements, participants may be required to comply with one or more of the following court-ordered special conditions (not a complete list):

1. Complete community service hours.

2. Complete anger management counseling.

3. Complete domestic violence counseling.

4. Complete criminogenic thinking course.

5. Complete advanced driver improvement course.

6. Comply with installing interlock devise and/or 10-day vehicle immobilization.

7. Comply with no contact or no violent contact orders.

8. Abide by a curfew.

9. Wear alcohol monitoring device.

10. Wear location monitoring device.

11. Abide by travel restrictions to locations outside of Hillsborough County, Florida.

12. Satisfy financial obligations such as costs of supervision, court costs, treatment costs, attorney's fees, statutory fines, and/or restitution, if applicable.

13. Any other requirements that may be imposed by the ADTC Judge.

VI. Rules and Releases of Information.

A. General Rules. In order to participate in the ADTC program under either a pre-trial intervention or post-adjudication agreement, all participants must comply with the following rules:

1. Review, agree, and sign all agreements and releases of information as required and/or directed.

2. Attend all scheduled court hearings as required and/or directed.

3. Report to the DOC probation supervising officer as required and/or directed.

4. Participate in and comply with any and all evaluations or assessments as required and/or directed.

5. Participate in and comply with any and all treatment, counseling, and clinical programs related to a substance use disorder or co-occurring mental health and substance use disorder as required and/or directed.

6. Participate in and comply with any and all criminogenic thinking and/or other applicable programs as required and/or directed.

7. If applicable, take prescribed medications as recommended by the prescribing physician.

8. Appear on time for any and all treatment, counseling, and clinical appointments and appointments for criminogenic thinking and/or other applicable programs as required and/or directed.

9. Refrain from any criminal behavior and do not commit a new criminal offense.

10. Do not associate with individuals engaged in criminal activity.

11. Do not possess or consume alcohol, illegal or prohibited substances, or non-prescribed medications.

12. Undergo random urinalysis testing as required and/or directed.

13. Do not visit any establishment whose primary source of income is the sale of alcohol to include, but not limited to, bars, liquor stores, pool halls, nightclubs, or casinos.

14. To the extent possible, actively pursue employment, educational, and/or vocational training.

    Note: Participants are not required to be employed or enrolled in school to remain compliant with the ADTC program. If employed, ADTC participant employment must be lawful and their employment status verifiable by the DOC probation supervising officer through paystubs within thirty (30) days of employment or from the date of request.

15. Do not possess, own, or attempt to possess or own a firearm or weapon while participating in ADTC and forfeit any firearm or weapon involved in the underlying case to law enforcement and do not seek its return.

16. Promptly and truthfully answer all inquiries from the DOC probation supervising officer and/or the ADTC Judge.

17. Submit to periodic home visits by the DOC probation supervising officer and comply with all instructions as required and/or directed.

18. Behave respectfully and dress appropriately for all ADTC hearings and treatment and counseling sessions.

B. Travel Requirements. While participating in the ADTC program, participants are not permitted to travel outside Hillsborough County, Florida, or their county of residence overnight without prior permission from the ADTC Judge. Requests to travel, as described above, should be made through the participant's defense attorney either in court or via email through the ADTC court specialist. Requests for travel should be made, at a minimum, one (1) week in advance of the proposed travel whenever possible. Reasonable accommodations will be made for emergency situations. Denial or approval of travel with instructions regarding requirements for travel will be provided to the participant's defense attorney. Participants, who are granted permission to travel outside Hillsborough County, Florida, or their county of residence overnight shall comply with all terms and conditions of the ADTC program, specifically all court-ordered drug and alcohol testing requirements, while in travel status. Participants are required to locate a drug testing facility, in advance of their travel, and make arrangement to submit to a urine drug screen (UDS) should the need arise while in travel status in accordance with their court-ordered drug and alcohol testing requirements

C. Releases of Information. ADTC participant identity and privacy will be protected consistent with state and federal law. ADTC has developed confidentiality, privacy, and information sharing guidelines (see below). In order to participate in ADTC, participants must sign a "ADTC Authorization for Disclosure of Confidential Information", allowing for the release, sharing, and/or exchange of information, either written or verbal, between participating treatment providers and ADTC team members.

VII. Confidentiality, Privacy, and Limitations on Sharing Information.

In order to foster a supportive, therapeutic environment for each participant, all ADTC team members and participating entities and agencies agree to permit information sharing and open communication among and between employees and shall adhere to applicable confidentiality laws and privacy guidelines.

A. Confidentiality Laws and Privacy Guidelines.

1. All ADTC team members and participating entities and agencies shall adhere to all federal and state confidentiality laws applying to personal health information and substance abuse treatment information including 42 C.F.R. Part 2 and the Health Insurance Portability and Accountability Act (HIPAA). In accordance with these laws, the ADTC team will strictly enforce confidentiality regarding the release, sharing, and/or exchange of information, either written or verbal, regarding a participant's medical, mental health, and/or substance use disorder treatment.

2. All ADTC team members and participating entities and agencies are prohibited from releasing, sharing, and/or exchanging a participant's information, either written or verbal, with any individual, private or government agency or department, or other organization or party not affiliated with the ADTC program, without both the participant and defense attorney's consent and provided such release, sharing, and/or exchange of information, either written or verbal, is consistent with state and federal laws.

3. All information regarding a participant's involvement in the ADTC program will be recorded in the Florida Drug Court Case Management System (FDCCMS) for data collection, management, reporting, and analysis. This information includes, but is not limited to, personal demographics, track and phase information, staffing and hearing notes, treatment and assessment results, and diagnoses admission and discharge dates and types. All ADTC team members have access to FDCCMS. Each ADTC team member has signed and executed the "FDCCMS User Confidentiality and Privacy Statement Form", allowing discipline-specific access. Any questions or issues related to FDCCMS should be directed to the AOC Director of Problem-Solving Courts.

4. All information regarding a participant's medical, mental health, and/or substance use disorder diagnosis and/or treatment filed and recorded in the Thirteenth Judicial Circuit Clerk of the Court's database will be accompanied by a "Notice of Confidential Filing" or a "Motion for Confidential Filing" prepared by the participant's defense attorney, as applicable, which will be timely addressed by the ADTC Judge. The ADTC record will be limited to general demographic information along with the

minimum information necessary to document participant compliance with the ADTC program.

5. ADTC status reports for each participant are prepared prior to case staffings and/or court hearings and forwarded directly to ADTC team members. These reports are limited to information relating to a participant's compliance with ADTC program requirements and will be the only information released, shared, and/or exchanged, either written or verbal, between ADTC team members and participating entities and agencies.

6. While all federal and state confidentiality laws will be followed and strictly enforced in ADTC, an exception is made when both the participant and defense attorney consent to the release, sharing, and/or exchange of information, either written or verbal, for use during ADTC case staffings and/or court hearings and only for the limited purpose of furthering treatment goals for the participant. Further exceptions to federal and state confidentiality laws include:

    a. Medical emergencies;
    b. Crimes committed on the program premises or against program staff;
    c. Mandatory reports of suspected abuse, abandonment, or neglect of a child or vulnerable adult;
    d. Receipt of a valid court order to produce information;
    e. Compliance with state laws concerning the collection of information relating to causes of death; or
    f. Compliance with duty-to-warn requirements (in this instance, ADTC team members cannot divulge the fact that the potential victimizer is a participant).

7. Participants shall respect and maintain the confidentiality and privacy of other participants in ADTC and will be held accountable for breaching such confidentiality and/or privacy, which may include, but is not limited to, the imposition of sanction(s) or unsuccessful discharge from ADTC.

8. Individuals, not affiliated with the ADTC team or participating entities and agencies, who request to observe case staffings and/or court hearings

must sign a "Confidentiality and Privacy Statement Form" and abide by the confidentiality provisions of the law. This includes researchers approved by the Thirteenth Judicial Circuit's Oversight Committee, which may be allowed access to ADTC program data for research purposes as long as the identity of each participant is protected.

9. Any photographs, audio recordings, and/or video recordings of ADTC proceedings and/or participants are strictly prohibited, except those official court reporting services being conducted at the direction and approval of the Thirteenth Judicial Circuit's Administrative Office of the Court. Any effort to photograph, audio record, and/or video record ADTC proceedings and/or participants is strictly prohibited and requires advance written consent from the AOC Director of Problem-Solving Courts and the ADTC Judge. Penalties for photographing, audio recording, and/or video recording ADTC proceedings and/or participants without proper consent may result in a criminal offense and/or civil liability in accordance with Florida law.

B. Inquiries. Participants should direct any inquiries or questions regarding confidentiality, privacy, and limitations on sharing information to their defense attorney.

VIII. Attendance Policy.

All participants are required to attend all scheduled court hearings, unless their presence is waived or excused by the ADTC Judge, and are required to attend all treatment and/or counseling sessions. Participate should maintain regular communication with defense attorneys, treatment providers, AOC court specialists, and DOC probation supervising officers. If an emergency or urgent (or unexpected) matter arises conflicting with either their court hearing or treatment and/or counseling session, participants should immediately notify, by all reasonable means available, their defense attorney and applicable treatment provider.

ADTC court hearings begin at 9:00 AM, unless otherwise instructed by the ADTC Judge. Participants must arrive on time, behave respectfully, dress appropriately, and remain in the courtroom until their case is called. A participant's failure to appear on the scheduled court hearing date and time may result in the issuance of a "capias" (i.e., a

type of arrest warrant issued by a judge to ensure an individual appears for a scheduled court hearing).

IX. Case Staffings and Court Hearings.

A. Case Staffings. According to the *Florida Adult Drug Court Best Practice Standards*, ADTC case staffings are necessary to review participant progress, develop a plan to improve outcomes, and prepare for court hearings. Case staffings are held frequently to ensure ADTC team members and participating entities and agencies have an opportunity to consider the needs of each participant. By discussing these cases together, a unified plan can be agreed upon before the next court hearing.

All ADTC team members and participating entities and agencies shall attend case staffings, to include the ADTC Judge, assistant state attorney, defense attorney, AOC court specialist, case manager, DOC probation supervising officer, peer support specialist, and treatment provider representative(s), where they will discuss each case on the docket to determine treatment responses, phase advancement, incentives, and sanctions to be used at the next court hearing to modify a participant's behavior.

In the event an ADTC team member cannot attend a case staffing or court hearing, that team member shall notify the team as soon as possible. If a substitute staff member cannot be utilized, with prior notice and approval of the ADTC Judge, written reports concerning participant progress will be submitted to the ADTC team prior to the case staffing. If an ADTC team member is taking planned leave, the team member will identify staff to provide coverage for the case staffing and court hearing.

Consistent attendance at and preparation for case staffings is associated with significantly better outcomes. Case staffings are presumptively closed and discussions are not transcribed or recorded; the meeting is not open to the public or to participants, unless the ADTC Judge determines that a participant may attend to discuss a specific matter. The ADTC Judge may include participants in case staffings when clinically indicated or necessary to protect a participant from serious harm resulting from public disclosure of highly sensitive treatment information. Contested matters must be addressed and resolved in open court.

At a minimum, according to the *Florida Adult Drug Court Best Practice Standards*, the following information is required by all ADTC team members and participating entities and agencies to appraise participant progress and compliance or noncompliance with the conditions of program:

- *Assessment results of the LS/CMI and ASAM to inform treatment and supervision needs.*
- *Attendance record for scheduled appointments.*
- *Drug and alcohol test results, including efforts to defraud or invalidate said tests.*
- *Attainment of treatment goals, such as completion of a required counseling regimen.*
- *Evidence of symptom resolution, such as reductions in drug cravings or withdrawal symptoms.*
- *Evidence of treatment-related attitudinal improvements, such as increased insight or motivation for change.*
- *Attainment of court phase requirements, such as obtaining and maintaining employment or enrolling in an educational program.*
- *Compliance with electronic monitoring, home curfew, travel limitations, and geographic or association restrictions.*
- *Adherence to legally prescribed and authorized medically assisted treatments.*
- *Procurement of unauthorized prescriptions for addictive or intoxicating medications.*
- *Arrest for or commission of new criminal offense.*
- *Menacing, threatening, or disruptive behavior directed at staff members, participants or other persons.*

B. Court Hearings. ADTC court hearings are conducted in Courtroom 52A located on the Fifth Floor of the Criminal Annex of the Hillsborough County Courthouse (officially referred to as the "George E. Edgecomb Courthouse"). The presiding ADTC Judge is the Honorable Michael J. Scionti, Circuit Court Judge in and for the Thirteenth Judicial Circuit.

All ADTC team members and participating entities and agencies shall attend court hearings, to include the ADTC Judge, assistant state attorney, defense attorney, AOC court specialist, case manager, DOC probation supervising officer, peer support specialist, and treatment provider representative(s), where they can provide comments, recommendations, or expert opinions regarding any therapeutic adjustment or modification to a participant's treatment plan.

All participants are required to attend all scheduled court hearings, unless their presence is waived or excused by the ADTC Judge. If an emergency or urgent (or unexpected) matter arises conflicting with either their court hearing or treatment and/or counseling session, participants should immediately notify, by all reasonable means available, their defense attorney and applicable treatment provider.

X. Treatment, Reporting, and Supervision Protocols.

A. Treatment Protocol. Once participants have completed their LS/CMI, they will complete a clinical assessment with one of the following community-based treatment providers: ACTS, Ibis Healthcare Foundation, Phoenix House of Florida, or WestCare Foundation of Florida. The treatment provider will recommend the appropriate level of care, based on the American Society of Addiction Medicine (ASAM) criteria and/or other evidenced-based screening instruments, assessing for substance use and/or mental health disorders. If the ADTC Judge is concerned about the quality or accuracy of treatment-related information being provided by the team, the ADTC Judge reserve the right, in each individual case, to seek additional input or a second opinion from another qualified treatment provider.

After the clinical assessment is completed and the level of care is determined, the treatment provider will create a treatment schedule with the participant. If residential treatment is ordered by the ADTC Judge, the treatment provider will provide the participant with reporting instructions. Participants are required to

adhere to the rules of the individual treatment provider for which they have been ordered to attend.

B. Reporting Protocol. The AOC court specialist will provide a list of participants on the upcoming court docket to treatment providers in advance of case staffings to allow timely treatment status update preparation. Prior to each case staffing, treatment providers are expected to update the ADTC team, specifically the AOC court specialist, via email, with a timely and accurate "Treatment Status Review Form", regarding the status of a participant's compliance or non-compliance with the treatment plan. Once the participant's treatment status update is received, the AOC court specialist will enter applicable information into the Florida Drug Court Case Management System (FDCCMS) and distribute the participant's updated status to the ADTC team.

The treatment status update shall address, at a minimum, the following questions:

1. What is the participant's current level of care – residential, intensive outpatient, outpatient, aftercare, recovery support, or other?

2. What is the participant's current participation status – compliant, compliant with concerns, or non-compliant?

3. What is the participant's current attendance status – individual sessions and/or group sessions (include dates of missed sessions)?

4. What is the participant's current drug screening status – negative or positive (if positive, include substance(s) and date of drug screen and include date of any missed drug screen)?

5. What is the participant's current progress in meeting individual treatment goals such as "stages of change"?

6. What is the participant's projected transition date and plan (if in residential care) or projected discharge date and aftercare plan (if in intensive outpatient or outpatient care)?

7. What special issues regarding the participant, if any, need to be addressed by the ADTC team?

C. Supervision Protocol. All ADTC participants are under court-ordered supervision, supervised by the Florida Department of Corrections (DOC). Once participants have signed their ADTC agreement, they will be instructed to report to and register with the DOC Probation Office located at 1313 N. Tampa Street, Tampa, Florida 33602. Participants will be provided with specific reporting instructions in court. Participants are required to meet with their DOC probation supervising officer at a minimum of one (1) time per month, at a specific agreed upon date and time. An ADTC participant's probation supervision officer is periodically required to verify a participant's housing by conducting in-person home visits as well as a participant's employment by conducting either in-person employment visits or requiring the submission of pay stubs.

Once participants have signed their ADTC agreement, they will be instructed to report to and register with either the DOC probation supervision office. Participants will be provided with specific reporting instructions in court. Participants are not permitted to travel outside Hillsborough County, Florida, or their county of residence overnight without prior permission from the ADTC Judge. Participants are required to notify their DOC probation supervising officer prior to any change of residence and are further required to update their mailing address with the Clerk of the Court within seven (7) calendar days. Participants may be subject to unannounced, periodic home visits by their DOC probation supervising officer.

Participants who are assessed to be "high risk" and enrolled on the ADTC program's Track 1 / Track 3 docket will be required to complete a self-improvement course focused on criminogenic thinking, such as "Thinking for a Change". Criminogenic thinking refers to cognitive patterns of antisocial, criminal, and self-destructive behaviors. "Thinking for a Change" is offered through DOC; however, participants may complete this requirement by attending other court-approved criminogenic thinking courses. Participants should consult with their DOC probation supervising officer to schedule this course or an alternative course as soon as practicable, but not later than Phase 3 of the ADTC program track.

Participants are required to attend Recovery Support Groups (RSG) while enrolled in the ADTC program. RSG are peer-led gatherings designed to help participants recovering from addiction or managing mental health challenges. RSG offer a safe, confidential space where participants can share experiences, receive validation, and learn coping strategies from others who understand their struggles. RSG may be faith-based or secular and may occur in person or virtually. "In The Rooms" is a free virtual recovery platform that provides participants with multiple pathways to support recovery. Other examples of RSG include, but are not limited to, Alcoholics Anonymous (AA), Narcotics Anonymous (NA), SMART Recovery, and Celebrate Recovery. Additional resources include the Hillsborough Recovery Coalition (HRC), which supports participants in long-term recovery through individual coaching, peer support services, and access to various support groups.

Participants who are assessed to be "high risk" and enrolled on the ADTC program's Track 1 / Track 3 Docket will be required to complete a self-improvement course focused on criminogenic thinking, such as "Thinking for a Change". Criminogenic thinking refers to cognitive patterns of antisocial, criminal, and self-destructive behaviors. "Thinking for a Change" is offered through DOC; however, participants may complete this requirement by attending other court-approved criminogenic thinking courses. Participants should consult with their DOC probation supervising officer to schedule this course or an alternative course as soon as practicable, but not later than Phase 3 of ADTC.

If employed, ADTC participant employment must be lawful and their employment status verifiable by the DOC probation supervising officer through paystubs within thirty (30) days of employment or from the date of request.

Supervision-related questions should be directed to the below:

- *Florida Department of Corrections (DOC) – Felony Probation*
  Phone: (813) 233-3450
  Address: 1313 N. Florida Avenue, Tampa, Florida 33602

XI. Prohibited Substances and Drug and Alcohol Testing Policy.

A. General Policy. All participants are expected to remain drug and alcohol free and

should not possess or consume alcohol, illegal or prohibited substances, or non-prescribed medications. The ADTC team monitors compliance with this requirement by requiring frequent, random, and observed drug and alcohol tests, which occur at a minimum of two (2) times per week for the duration of the program. This testing requirement provides a framework for a participant's accountability by confirming abstinence, demonstrating compliance, and serving as the foundation for incentives and sanctions along the path to graduation. Standard drug and alcohol testing is performed by urinalysis testing and breathalyzers. Participants may be required to submit to an alcohol monitoring device, if their symptoms progress to the point which it is deemed clinically appropriate, or if they are approved to travel for an extended period of time. Participants must follow court-ordered testing requirements, which are typically completed at ADTC court-approved program locations (e.g., court-ordered treatment providers, contracted drug testing location, or the Florida Department of Corrections (DOC)). Participants are placed on a randomized "call-in" system in which the participant calls a drug test phone line daily to determine if a urine drug screen (UDS) is required that day. Participants will receive the call-in instructions at the time of program enrollment.

If a participant tests positive for drugs or alcohol via a presumptive UDS and disputes the results, they have the option to admit to the substance use or deny the use and request a laboratory Gas Chromatography-Mass Spectrometry (GC/MS) confirmation test. The participant may be responsible for the payment of the lab confirmation fee, if the lab confirmation test is positive for illegal drugs and/or alcohol. The ADTC Judge and team will withhold any sanctions or service adjustments until the results of the GC/MS results are received.

All contracted treatment providers that perform drug and alcohol testing are required to routinely examine specimens for validity. This includes temperature monitoring and testing for dilutions and adulterations. Participants who have been found to have fraudulently submitted a drug test sample, either through the use of a device or through adulteration measures, will be sanctioned for this behavior, which could include unsuccessful discharge from the ADTC program. All contracted treatment providers that perform drug and alcohol testing are required to maintain proper chain of custody for each specimen, the procedures for which can be found in the "Treatment Provider Drug Testing Policies and Procedures".

The regular drug and alcohol testing days and hours for each contracted treatment provider are listed below. Participants, however, should note that the listed days and hours are subject to change. Participants are instructed to contact their assigned drug and alcohol testing treatment provider to confirm days and hours of operation.

Agency Name	Drug Testing Hours (Monday – Thursday)	Drug Testing Hours (Friday)	Drug Testing Hours (Saturday – Sunday)
ACTS	8:00 AM - 4:30 PM	8:00 AM - 3:30 PM	N/A
Ibis	6:00 AM - 6:00 PM	6:00 AM - 6:00 PM	N/A
Phoenix House	10:00 AM - 5:45 PM	10:00 AM - 3:45 PM	N/A
WestCare	10:00 AM - 5:30 PM	10:00 AM - 5:30 PM	10:00 AM - 1:00 PM

B. Prohibited Substances and Medications. ADTC provides a non-exhaustive list of prohibited substances and medications, which can be found in the "ADTC Prohibited Substances and Medications" reference guide (see Appendix A). In addition to illegal drugs and alcohol (in any form), participants are prohibited from using certain prescription drugs or medications and are required to have all prescriptions disclosed prior to purchasing or ingesting. Participants are required to complete and submit an "ADTC Physician Form" prior to taking any prescribed drugs or medications.

All participants should note that the use of prescription medication is a decision to be made by the participant in consultation with their prescribing physician; however, this does not apply to cannabis (marijuana) or any derivative of Tetrahydrocannabinol (THC) in any form, the use of which is strictly prohibited in ADTC.

Any and all "designer drugs" that can be purchased legally or illegally are strictly prohibited. Any and all "smoking mixtures" (other than adult-only products specifically designated to contain only tobacco) are strictly prohibited. Any and all products sold or marketed under false pretenses with the warning "not for human consumption" are strictly prohibited. In addition, using and/or being in possession of any alternative or "replacement" drugs such as Methadone and/or Suboxone, as well as any substance intended to replace an otherwise illegal substance, is strictly prohibited.

All participants should note the following:

1. Drug and/or alcohol testing will be performed frequently and on a random basis throughout ADTC enrollment.

2. Drug and/or alcohol testing will be performed by a laboratory or program approved by ADTC.

3. Participants must arrive at the testing facility within eight (8) hours after being notified that a test has been scheduled.

4. A testing facility staff member will directly observe the collection of test specimens. A same gender staff member will be the observer, unless the ADTC participant, the defense attorney, or therapist requests otherwise.

5. Failure to provide a specimen of the participant's own urine or sufficient volume of urine for analysis is an infraction of the ADTC rules; participants may receive sanctions accordingly. Sufficient time (up to one hour) and ability to drink water in the presence of staff is allotted to deliver a urine specimen.

6. Participants may not drink any fluid excessively before testing and must avoid environmental contaminants, over-the-counter medications, or foods that can reduce the accuracy of the tests.

7. Participants may be subjected to immediate spot testing if the ADTC Judge has reason to suspect recent use or during high-risk times, such as weekends or holidays.

8. Participants have the right to challenge the results of a screening test and to request proof that an adequate chain of custody was established for a specimen. The ADTC Judge will rely on the results of an instrumented or laboratory-based test in confirming whether substance use has occurred. Participants may be charged the cost of the confirmation test if a screening test is confirmed as positive.

9. Participants may be sanctioned for providing diluted, adulterated, or substituted test specimens. Urine specimens below 90° F, above 100° F, or that have a creatinine level below 20 mg/dL will be presumed to be diluted or fraudulent. Participants bear the burden of establishing a convincing alternative explanation for such results.

10. Participants may be sanctioned for using synthetic substances such as

Spice, Kratom, K2, or any other substance designed to avoid detection by standard drug and/or alcohol tests. Switching to a new substance of abuse (for example, switching from heroin to an unauthorized prescription opioid) will be presumed to be an effort to defraud the drug and/or alcohol test. The participant may be sanctioned in such circumstances.

11. Participants may be sanctioned for associating with people who are engaged in illegal drug and/or alcohol use or for being exposed to passive inhalation or secondhand smoke.

C. Medication for Opioid Use Disorder (MOUD)/Medication Assisted Treatment (MAT) Protocol. The ADTC program permits use of Medication for Opioid Use Disorders (MOUD) and Medication Assisted Treatment (MAT) through approved treatment providers pursuant to Section 397.427, Florida Statutes, and in accordance with state and national best practices. MAT can potentially reduce the symptoms of substance use disorders. All participants will be informed of medication services during their initial assessments and orientation along with supported therapies to prevent medication dependence. The use of all forms of U.S. Food and Drug Administration (FDA) approved medications are allowed while in the ADTC program to treat substance use disorders. The decision to take medication and the type of medication should be made by the participant in consultation with their prescribing physician or licensed healthcare provider under a Licensed Opioid Treatment Program (OTP).

The ADTC team will maintain communication with the participant's MAT provider by having the participant sign authorized releases of information. Regular urine drug screens (UDS) will be used to ensure adherence to the medication protocols and any abnormalities will be reported to the court. The ADTC team, in conjunction with the medically licensed professionals, will closely monitor participants adherence to the treatment protocol. The duration of treatment should depend on the response of the individual participant, the participant's individual circumstances, and clinical judgment. Titration, which is a method or process of determining the concentration of a dissolved substance in terms of the smallest amount of reagent required to bring about a given effect, will not be a requirement for graduation from the program.

XII. Prescription Medication Policy.

While enrolled in ADTC, participants shall meet with treatment providers and disclose all currently prescribed medication. Participants must sign an "ADTC Authorization for Disclosure of Confidential Information", allowing for the release, sharing, and/or exchange of information, either written or verbal, between their prescribing physician, participating treatment providers, and ADTC team members. Participants must disclose all additional treatment providers to the ADTC team.

All participants should note that the use of prescription medication is a decision to be made by the participant in consultation with their prescribing physician; however, this does not apply to cannabis (marijuana) or any derivative of Tetrahydrocannabinol (THC) in any form, the use of which is strictly prohibited in ADTC.

XIII. Incentives, Sanctions, and Service Adjustments.

The ADTC program applies evidence-based and procedurally fair behavior modification practices that are proven to be safe and effective for high-risk and high-need participants. Incentives and sanctions are delivered to enhance adherence to program goals and conditions that participants can achieve and sustain for a reasonable time, whereas service adjustments are delivered to help participants achieve goals that are too difficult for them to accomplish currently. The ADTC Judge's decisions relating to setting program goals and choosing safe and effective responses are based on input from qualified treatment professionals, social service providers, supervision officers, and other team members with pertinent knowledge and experience.

The ADTC Judge takes into careful consideration a participant's unique circumstances and mental wellness when considering granting an incentive or imposing a sanction. In accordance with the *Florida Adult Drug Court Best Practice Standards*, incentives may be recommended by ADTC team members and granted at the ADTC Judge's discretion to encourage a participant's compliant behavior, to support progress in treatment, and to celebrate individual accomplishments. Conversely, sanctions may be imposed at the ADTC Judge's discretion to discourage a participant's non-compliant behavior based upon willful failure to comply with terms and conditions of the ADTC program. Whether granting an incentive or imposing a sanction, the ADTC Judge will afford each participant, after consultation with their defense attorney, an opportunity to address the court.

In accordance with *Florida Adult Drug Court Best Practice Standards*, certainty and swiftness are essential for effective behavior modification. If at any time an ADTC

treatment provider believes a participant is not in compliance with treatment, they shall timely notify ADTC team members, in writing, using a Treatment Status Review Form, detailing the facts and circumstances giving rise to the assertion of non-compliance. Similarly, if at any time the DOC probation supervising officer believes a participant is not in compliance with the terms and conditions of the ADTC program, they shall timely notify ADTC team members, in writing, via a sworn letter of non-compliance, detailing the facts and circumstances giving rise to the assertion of non-compliance, for those under an ADTC pre-trial intervention agreement or submit an affidavit of violation of probation for those under an ADTC post-adjudication agreement. The matter shall be timely brought to the attention of the ADTC Judge and, if necessary, scheduled for a hearing to address the matter.

Consequences for a participant's behavior should be predictable, fair, consistent, and administered in accordance with evidence-based principles of effective behavioral modification.

A. Advance Notice.

1. All participants are provided with an "ADTC Handbook" that contains written policies and procedures concerning incentives, sanctions, and treatment interventions before program admission.

2. The ADTC Handbook provides a clear indication of which behaviors may elicit an incentive, sanction, or therapeutic adjustment; the range of consequences that may be imposed for those behaviors; the criteria for phase advancement, successful program completion, and termination from the program; and the legal and collateral consequences that may ensue from successful program completion and termination. There should not be a rigid set of incentives or sanctions tied to certain behaviors.

3. The "ADTC Intervention Matrix" is used by the ADTC team to identify appropriate responses to both appropriate and inappropriate behaviors. The intervention matrix is flexible and, ultimately, any response may be applied as appropriate at the discretion of the ADTC Judge in close consultation with ADTC team members. Therapeutic and supervision responses may be used in combination or individually with judicial responses. Repeat offenses will receive increased interventions, which

may exceed the identified maximum if behaviors continue. A participant may be incarcerated or jailed during any program track/phase if the participant's behavior compromises community safety and/or the participant disengages with program and treatment requirements. A participant may be unsuccessfully discharged or terminated from the ADTC program during any program track/phase if the participant commits a new criminal offense, meaning the participant is formally charged by the State of Florida with a new criminal offense.

4. The ADTC Judge reserves the right, in each individual case, acting within his or her discretion in close consultation with ADTC team members to modify a presumptive consequence in light of individual circumstances.

B. Opportunity to be Heard.

1. Participants are afforded an opportunity to explain their perspective before the imposition of a consequence or therapeutic adjustment.

2. If a participant has difficulty expressing him or herself because of such factors as a language barrier, nervousness, or cognitive limitation, the ADTC Judge will allow the participant's defense attorney or legal representative to assist in providing explanations.

3. Participants will receive a clear explanation for the imposition or withholding of a particular consequence.

C. Equivalent Consequences.

1. Participants will receive consequences that are equivalent to those received by other participants in the same phase of the program who are engaged in comparable conduct.

2. Unless necessary to protect the individual from harm, consequences shall be imposed without regard to gender, race, ethnicity, nationality, socioeconomic status, or sexual orientation.

D. Progressive Sanctions.

1. ADTC has a formal protocol of sanctions, including a protocol for reporting non-compliance, established in writing and included in the ADTC Policy and Procedure Manual.

2. For distal goals (or long-term objectives), sanctions progressively increase in severity for successive infractions. For proximal goals (or short-term objectives), more severe sanctions will be imposed.

3. There shall be finite time periods for completion of sanctions, including those sanctions involving incarceration or detention which should be considered as the last option.

4. The ADTC team considers all relevant factors for each participant when recommending a response to the ADTC Judge and should be able to articulate the reason the response was requested.

5. Participants do not receive punitive sanctions for behaviors that occur due to structural barriers (e.g., lack of reliable transportation) or individual barriers (e.g., low literacy), which are not intentional noncompliance.

6. The ADTC team works to overcome structural barriers, such as transportation, housing, and income and individual barriers, such as learning or health disabilities when deciding how to most effectively respond to participant behaviors.

7. The ADTC team develops a range of responses (e.g., incentives and sanctions) of varying magnitudes that are employed throughout each participant's time in the ADTC program. Responses are used to enhance participant engagement and encourage behaviors that support sustained recovery and healthy family relationships.

8. Participant behavior is monitored to confirm compliance and noncompliance with substance use and participation in treatment.

E. Licit Addictive or Intoxicating Substances.

1. Consequences or sanctions may be imposed for the use of licit addictive or intoxicating substances including, but not limited to, alcohol, cannabis (marijuana) or any derivative of Tetrahydrocannabinol (THC) in any form, and medications, regardless of the licit nature of the substance.

2. The ADTC team relies on recommendations of trained medical professionals to determine whether a prescription for an addictive or intoxicating medication is medically necessary and whether alternatives are available.

F. Service Adjustments.

1. Participants do not receive punitive sanctions if they are otherwise compliant with their treatment and supervision requirements but are not responding to treatment interventions. Reassessment and adjustment of treatment plans may be required and is not used as an incentive or sanction. If a treatment provider believes that reassessment is necessary, they shall notify the ADTC team in writing; thereafter, the ADTC Judge will set a hearing to address this issue. Any service adjustment or modification to a participant's treatment plan will follow the clinical recommendations from participating treatment providers in accordance with best practices; however, the ADTC Judge reserves the right, in each individual case, acting within his or her discretion in close consultation with ADTC team members to seek additional input or a second opinion from another qualified treatment provider.

2. Service adjustments to treatment plans are based on the recommendations of trained treatment professionals considering the clinical needs of the participant's substance use and mental, physical, social, or emotional health. Service adjustments may include, but are not limited to:

   a. Medication Assisted Treatment (MAT) evaluation.
   b. Warrior Wellness Program referrals.
   c. Accelerated Resolution Therapy (ART) referral.
   d. Change treatment Level of Care (LOC) or frequency.
   e. Writing assignments/essays.
   f. Community support group meetings.

g. Increased mentor contact.
h. More frequent UDS.

G. Incentivizing Productivity.

1. The ADTC team places as much emphasis on incentives for appropriate behavior and program compliance as it does on sanctioning inappropriate behaviors and program non-compliance.

2. The ADTC program provides a diverse array of incentives, that are meaningful to the participant, to encourage recovery-oriented behaviors, such as abstinence, treatment attendance, and employment.

3. For distal goals (or long-term objectives), the incentives should be meaningful to the individual and represent the efforts made to achieve each goal. For proximal goals (or short-term objectives), incentives should be tailored to individual participants and may be used both in and out of the courtroom.

4. The ADTC program provides each participant with written examples of behaviors that lead to possible incentives that may be awarded.

H. Incarceration or Jail Sanctions.

1. Incarceration or jail sanctions are judiciously imposed.

2. Incarceration or jail sanctions are finite in duration and should not last more than three (3) to five (5) days. Research indicates that other incentives and services may be necessary and/or appropriate.

3. If the ADTC Judge is considering incarceration or jail as a sanction, the participant will be afforded access to their defense attorney and a hearing.

4. Generally, incarceration or jail sanctions for periods in excess of five days have little therapeutic benefit, should be avoided, and may be detrimental to a participant's progress.

5. All reasonable steps should be taken to ensure that all relevant medical information is provided from the ADTC team to the jail and from the jail to the team, in the event of an incarceration.

I. Incentives. The below list of incentives includes, but is not limited to:

1. Judicial recognition.
2. Team applause.
3. Less frequent court appearances.
4. Early court appearance.
5. Telephonic court appearance.
6. Travel privileges (out of county or out of state).
7. Reduce drug and alcohol testing.
8. Reduce community service hours.
9. Reduce or waive costs of supervision and/or fees.
10. Reduce or modify curfew.
11. Remove or modify no contact or trespass order.
12. Early phase advancement.
13. Convert court costs to community service hours.
14. Community service credit (education, pro-social, or wellness activities).
15. Approve travel assistance (bus pass).
16. Approve financial assistance (gift card, gift bag, or fish bowl).
17. Recognize treatment milestone (commendation award or award board).
18. Boost morale (inspiring story, dad joke, or friendship bracelet).
19. Other incentives, as the ADTC Judge deems appropriate.

J. Sanctions. The below list of sanctions includes, but is not limited to:

1. Judicial admonishment.
2. More frequent court appearances.
3. Late court appearance.
4. Reflection essay.
5. Travel restrictions (out of county or out of state).
6. Increase drug and alcohol testing.
7. Increase community service hours.
8. Increase curfew.
9. Impose no contact or trespass order.
10. Delay phase advancement.

11. Order in-jail drug treatment.
12. Order term of incarceration.
13. Terminate from ADTC program.
14. Other sanctions, as the ADTC Judge deems appropriate.

XIV. Costs and Fees.

There are specified costs and fees associated with the ADTC program to include, but not limited to, costs of supervision, court costs, treatment costs, attorney's fees, fines, and/or restitution, if applicable. The participant's defense attorney will fully explain all of these costs and fees as well as any obligation to pay fines and/or restitution prior to entering the ADTC program.

A. Treatment Costs. Depending on the availability of resources, including health insurance coverage, personal income, grant eligibility, and/or utilization of other drug court funding, participants may be required to pay costs associated with treatment; however, to the extent possible, treatment needs will be referred to programs through local, state, and federal resources which bear no participation costs. Full disclosure of the possible costs of treatment will be discussed with and provided to the participant prior to entering the ADTC program.

B. Costs of Supervision and Court Costs. Participants will be required to pay the cost of supervision imposed by the DOC probation supervision office and statutory court costs, which are outlined in the participant agreement. If the participant is unable to pay the cost of supervision imposed by the DOC probation supervision office, the ADTC Judge may waive these costs as an incentive for program compliance. As an additional incentive for program compliance, the ADTC Judge may convert court costs into community service hours at an approved location. The current rate of conversion is $15.00 per hour; however, this amount is subject to change at the ADTC Judge's discretion.

C. Restitution. Depending on the nature of the criminal charge(s), a participant may be required to pay restitution. If a participant is required to pay restitution, the ADTC assistant state attorney will inform the participant and their defense attorney of the amount prior to entering the ADTC program.

D. Fines. No statutory fine, as applicable, shall be imposed on participants, who enter the ADTC program under a pre-trial intervention agreement and

successfully complete the program; however, participants, who are unsuccessfully or administratively discharged from the program, will remain subject to a statutory fine, as applicable. By comparison, participants, who enter the ADTC program under a post-adjudication contract, may be subject to a statutory fine, as applicable.

XV. Transportation and Complementary Services.

Participants are responsible for transportation to treatment, court, and supervision. Participants who do not have their own means of transportation, have transportation but are experiencing a temporary lack of transportation, or have barriers to utilizing public transportation, should communicate their transportation concerns and needs to the ADTC team as soon as possible.

The ADTC team, with the approval of the ADTC Judge, may provide participants with bus passes, as appropriate and if available. Also, the following transportation resources may be able to assist participants:

- *Hillsborough Area Regional Transit (HART). Phone: (813) 384-6301*
- *Hillsborough County Sunshine Line. Phone: (813) 272-7272*

Participants enrolled in the ADTC program will have access to complementary services, either directly through their treatment provider or through community-based providers. Below are some of the complimentary treatment services that may be provided.

- *Trauma Services. Trauma services include, but are not limited to, Seeking Safety, Accelerated Resolution Therapy (ART), and Cognitive Processing Therapy (CPT), or Cognitive Behavioral Therapy (CBT).*
- *Grief, Trauma, and Family Counseling. Grief, trauma, and family counseling may be offered through Life Center Phone: (813) 237-3114, Crisis Center of Tampa Bay, Phone: (813) 964-1964, or Red Tent, Phone: (727) 580-2719.*
- *Parenting Classes and Skills. Parenting classes and skills may be offered through Champions for Children. Phone: (813) 673-4646.*

- *Medication Consultations. Medication consultations may be offered through Ibis Healthcare, Phone: (813) 272-2244.*

- *Medical and Dental Treatment. Medical and dental treatment may be offered by Tampa Family Health Centers, Phone: (813) 397-5300.*

XVI. Graduation.

When all conditions of a participant's supervision under either an ADTC pre-trial intervention or post-adjudication agreement have been satisfied, participants may request graduation from the ADTC program by submitting an "ADTC Graduation Application". Graduation from the ADTC program may result in either the dismissal of applicable criminal case(s) under a pre-trial intervention agreement and/or termination of probation under a post-adjudication agreement. The ADTC Judge reserves the right, in each individual case, acting within his or her discretion in close consultation with ADTC team members to decide whether all conditions of the ADTC program have been satisfied and whether graduation is appropriate.

XVII. Discharge and Reentry Procedures.

A. Successful Discharge. The ADTC team, or any member thereof, may recommend to the ADTC Judge that a participant be successfully discharged (or graduated) from the ADTC program, if and when they have satisfied all terms and conditions of the program under either an ADTC pre-trial intervention or post-adjudication agreement. Upon this recommendation, the ADTC Judge will meet with ADTC team members to consider the merits of the recommendation and decide whether a participant has satisfied all terms and conditions of the ADTC program and whether a participant has sufficiently integrated the necessary information to support long-term recovery. Certificates of completion or other incentives may be provided during the final court date. The ADTC Judge may address a participant's cost of supervision and court costs at or before the successful completion of the ADTC program.

B. Unsuccessful Discharge. The ADTC team, or any member thereof, may recommend to the ADTC Judge that a participant be unsuccessfully discharged (or terminated) from the ADTC program, if they are non-compliant with the terms and conditions of the ADTC program under either an ADTC pre-trial intervention or post-adjudication agreement. Non-compliance with ADTC terms

and conditions include, but are not limited to, failing to follow orders from the ADTC Judge, failing to follow instructions from ADTC treatment providers, inconsistent participation in treatment and counseling, unsuccessful discharge from treatment, testing positive for alcohol, illegal or prohibited substances, or non-prescribed medications, or formally charged with a new criminal offense. Upon this recommendation, the ADTC Judge shall promptly set the matter for a hearing. At the hearing, the participant shall be informed of the potential unsuccessful discharge (or termination) and be allowed to have their defense attorney appear and present mitigation on their behalf. After full consideration, the ADTC Judge may either unsuccessfully discharge (or terminate) the participant from the ADTC program or allow the participant to continue with the ADTC program subject to increased therapeutic, supervision, and judicial requirements.

If unsuccessful discharge (or termination) is ordered, the ADTC Judge will either: (1) transfer the participant's case back to the original criminal division for reinstatement of criminal proceedings, if he or she was participating under an ADTC pre-trial intervention agreement; or (2) unsuccessfully discharge (or terminate) the participant from probation and sentence the participant to a term of incarceration and/or supervision in accordance with Florida law, if he or she were participating under an ADTC post-adjudication agreement. Further, if the participant is unsuccessful discharge (or termination), the participant will be required to pay all outstanding court costs and fees as well as costs of supervision associated with the ADTC program, unless said costs and/or fees have been previously waived.

C. Reentry. The ADTC program does allow for an individual's reentry into ADTC. The ADTC Judge reserves the right, in each individual case, acting within his or her discretion in close consultation with ADTC team members to decide on an individual's application for reentry into the ADTC program. The ADTC Judge will review the participant's legal eligibility, previous reason for termination, previous program compliance, current risk and need level, and input from the ADTC team.

XVIII. Complaints and Grievances.

The following procedure is available to participants who choose to seek review of any complaint and/or grievance arising between themselves and a member of the ADTC

team. The only complaint and/or grievance to which these procedures shall not apply are those that might result in a participant's sanction, denial, suspension, or dismissal from the ADTC program.

A complaint or grievance is an official statement describing any form of unfair treatment, harassment, bullying, or disrespect toward a participant by an ADTC team member. If a participant believes just cause for a complaint or grievance exists, they may address their complaint or grievance by filing an official written statement with the applicable government agency or department to which the team member is employed, or with the applicable community-based organization or party to which the team member is employed.

If a participant needs an attorney to assist with this process, they may contact the Hillsborough County Bar Association (www.hillsbar.com) and request to be referred to a Florida licensed attorney.

XIX. Community Resources and Ancillary Services.

The ADTC program coordinates with various federal, state, and local partners to support the needs of each participant. The full list of partners can be found on the program's website at www.fljud13.org.

Please see below for specific community partners:

- *Hillsborough Area Regional Transit (HART). Transportation assistance is provided to eligible participants via bus passes or cards, which are to be used to attend treatment or other court ordered case and treatment plan requirements.*

- *Hillsborough Recovery Coalition. This organization provides Peer Support Specialists to participants enrolled in the ADTC program.*

- *Hillsborough County Healthcare Plan. Through coordination with the county healthcare plan, a representative appears weekly at the courthouse to register participants with health insurance, including Medicaid/Medicare, commercial insurance though the marketplace and the county healthcare plan.*

XX. Appendices.

Appendix A – ADTC Prohibited Substances and Medications

State of Florida
Thirteenth Judicial Circuit

Adult Drug Treatment Court
Prohibited Substances and Medications

The following list of substances and medications are prohibited in the Thirteenth Judicial Circuit's Adult Drug Treatment Court (ADTC). Please contact the ADTC court specialist for clarification of any substance or medication not listed below.

Maintaining a drug-free lifestyle is essential to successful treatment and long-term recovery. Aside from the substances listed below, certain prescription and over-the-counter medications may be prohibited in ADTC and may require approval by the ADTC Judge.

Any and all "designer drugs" that can be purchased legally or illegally are prohibited. Any and all "smoking mixtures" (other than products specifically designated to contain only tobacco – for adults only) are prohibited. Any and all products sold or marketed under false pretenses with the warning "not for human consumption" are prohibited. In addition, using and/or being in possession of any alternative or "replacement" drug such as Methadone or Suboxone as well as any substance intended to replace an otherwise illegal substance is prohibited and may result in immediate discharge from ADTC.

Prohibited Substances and Medications	Examples of prohibited substances and medications are listed below. For medications, the medication brand or generic name is referenced in "( )". Many over-the-counter medications are also listed. Examples of "street" names are also included below.
Alcohol	Alcohol in any form such as alcoholic beverages, alcohol-based medications (e.g., cough syrups), alcohol-based mouthwash (e.g., Colgate, Crest, Listerine), alcohol-based energy drinks.
Amphetamine	Adderall, Adipost, Benzedrine, Dexedrine, Dexatrim, Didrex, Phentermine (Adipex), Preludin, Ritalin, , Speed, Vyvanse, White, All medications containing Pseudoephedrine (Alka-Seltzer Cold, Claritin-D, Comtrex Acute, Contac Cold Maximum, Dayquil / Nyquil, Dristan Maximum, Kolephrin, Maxiflu, Robitussin, Sinarest, Sudafed, Tavist Allergy, Tylenol Cold or Allergy. *Note: There are non-pseudoephedrine "D" versions available for most of these.*
Barbiturate	Allobarbital, Barbital, Butalbital (Fiorinal), Phenobarbital (Luminal).
Benzodiazepine	Alprazolam (Xanax, Niravam), Clonazepam (Clonopin), Chlordiazepoxide (Librium), Diazepam (Valium), Flunirazepam (Rohypnol), Lorazepam (Ativan), Oxaprozin (Daypro), Oxazepam (Serax).
Cocaine	Examples of "street" names include, but are not limited to: Big C, Crack, Powder, Rock, Snow.
Dextromethorphan	Cold medications such as Alka Seltzer Cold, Coricidin, Dayquil, Dimetapp, Nyquil, Robitussin, Sudafed, Triaminic, Tylenol Cold, Vicks 44. *Note: There are non-dextromethorphan mdications available for most of these.*
Hallucinogens	Dimethyltryptamine (DMT), Ecstasy, Ketamine, LSD, Mushrooms, PCP, Tryptamine.
Methamphetamine	Examples of "street" names include, but are not limited to Black Beauties, Chalk, Crank, Crystal, Glass, Ice, Meth, Tweak, Uppers.
Opiate	Codeine (Cough medications, Tylenol 3), Heroin, Hydrocodone (Lortab, Loracet, Norco, Vicodin, Vicoprofen), Hydromorphone (Dilaudid), Morphine.
Oxycodone	Oxycodone (Oxycontin, Percodan, Percocet, Roxicet, Roxycodone).
Cannabis (Marijuana)	Cannabis (Marijuana) or any derivative of Tetrahydrocannabinol (THC) in any form, regardless if use has been authorized by a state-licensed medical provider thru the issuance of a "marijuana card".
Miscellaneous Substances	Fentanyl (Actiq, Duragesic), Inhalants, Kratom, Methadone, Propoxyphene (Darvocet, Darvon), Buprenorphine (Buprenex, Subutex, Suboxone), Meperidine (Demerol), Steroids, Soma, Appetite Suppressants, Caffeine Pills, all Synthetic Substances, Xyrem (GHB), Poppy Seeds. *Note: This includes anything labeled "Not for Human Consumption"*

Appendix B – ADTC Tracks and Phases

State of Florida
Thirteenth Judicial Circuit

Adult Drug Treatment Court
Tracks and Phases

Track 1 – High Risk / High Need
(Minimum of 14 Months)

Phases	Minimum Days	Court Appearances	Drug Testing
Phase 1	60 days	2x / month	2x / week
Phase 2	90 days	2x / month	2x / week
Phase 3	90 days	1x / month, if compliant	2x / week
Phase 4	90 days	1x / month, if compliant	2x / week
Phase 5	90 days	1x / month, if compliant	2x / week

Track 2 – Low Risk / High Need
(Minimum of 12 Months)

Phases	Minimum Days	Court Appearances	Drug Testing
Phase 1	60 days	2x / month	2x / week
Phase 2	90 days	1x / month, if compliant	2x / week
Phase 3	90 days	1x / month, if compliant	2x / week
Phase 4	120 days	1x / month, if compliant	2x / week

Track 3 – High Risk / Low Need
(Minimum of 12 Months)

Phases	Minimum Days	Court Appearances	Drug Testing
Phase 1	60 days	2x / month	2x / week
Phase 2	90 days	1x / month, if compliant	2x / week
Phase 3	90 days	1x / month, if compliant	2x / week
Phase 4	120 days	1x / month, if compliant	2x / week

Track 4 – Low Risk / Low Need
(Minimum of 6 Months)

Phases	Minimum Days	Court Appearances	Drug Testing
No Phases	180 days	1x / month, if compliant	1x / week

XXI. Handbook Acknowledgments.

I acknowledge that I have received a copy of the Adult Drug Treatment Court (ADTC) Handbook. I further acknowledge that I have reviewed the handbook with my defense attorney and agree to abide by all terms and conditions in the handbook to include:

A. **Overview**
B. **Team Members**
C. **Team Member Roles, Duties, and Expectations**
D. **Requirements**
E. **Tracks and Phases**
F. **Rules and Releases of Information**
G. **Confidentiality, Privacy, and Limitations on Sharing Information**
H. **Attendance Policy**
I. **Case Staffings and Court Hearings**
J. **Treatment, Reporting, and Supervision Protocols**
K. **Prohibited Substances and Drug and Alcohol Testing Policy**
L. **Prescription Medication Policy**
M. **Incentives, Sanctions, and Service Adjustments**
N. **Costs and Fees**
O. **Transportation and Complementary Services**
P. **Graduation**
Q. **Discharge and Reentry Procedures**
R. **Complaints and Grievances**
S. **Community Resources and Ancillary Services**
T. **Appendix A – ADTC Prohibited Substances and Medications**
U. **Appendix B – ADTC Tracks and Phases**

_____ _____

Participant Name (Printed) **Participant Case Number**

_____ _____

Participant Signature **Date**

_____

Defense Attorney Name (Printed)

_____ _____

Defense Attorney Signature **Date**